

Chapter 60 – Fees and Bonds Required

60.01 Schedule Established.

The fee required to be paid to obtain any license to engage in the operation; conduct or carrying on of any trade, profession, business or privilege for which a license is required by the provisions of this code shall be as hereinafter provided. No license shall be issued to any applicant unless he first pays to the City Clerk the fee and posts a bond or evidence of insurance coverage in the amount required for the type of license desired.

(Rev. 03-17-2003)

60.02 Fees for Licenses and Other Transactions.

Fees for licenses and other transactions shall be prescribed in the following section of this Chapter. License fees shall be categorized under the business, trade, occupation or privilege to be license.

(Rev. 03-17-2003)

60.03 Fees in Escrow for Professional Review.

Any application submitted to the Planning Department for an activity or use regulated by Chapters 39 or 41 of this Code and as further set forth in Section 60.04 of this ordinance, may require the deposit of fees to be held in escrow in the name of the applicant. The escrow fee is an additional fee above the non-refundable application fee which shall be used to pay professional review expenses of outside consultants such as community planners, engineers, and any other professionals who shall review the application at the request at the Planning Director. The Planning Director may request outside consultants to review an application based on the following factors: the proposed project's size, location, or complexity, which may create an identifiable and potential negative impact on public roads, water or sewer services, other infrastructure or services, the environment, or adjacent properties. The applicant shall receive a report of any outside consultants hired by the Planning Director and a statement of expenses for the professional services rendered, if requested by the applicant.

The applicant must deposit an escrow fee with the City of Troy Treasurer before the Planning Director will process the applicant's application.

If actual outside consultant costs exceed the amount of an escrow, the applicant shall pay the balance due prior to issuance of any approval issued by the City of Troy. The City of Troy may request additional escrow fees to cover estimated costs when the amount in escrow is less than \$500 and it appears additional professional services will be required.

Any unused fee collected in escrow shall be returned to the applicant once a final determination on an application has been made, or the applicant withdraws the request, and once all charges from the outside consultants are paid.

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(02-16-2009)

60.04 Fee Schedule.

| ITEM/SERVICE: | FEE: |
|---|---------------|
| Adult Use Business (Chapter 76) | |
| Application Fee | \$500.00 |
| Investigation Fee *NOTE: for up to & including 4 persons & an additional \$100.00 per person thereafter. | \$500.00* |
| Annual License Renewal | \$500.00 |
| (07-09-2007) | |
| Amusement Devices (Chapter 97) | |
| Application | \$100.00 |
| Coin-Operated Amusement Device – 2 to 5 units | \$100.00 each |
| Coin-Operated Amusement Device – More than 5 units | \$50.00 each |
| Rides Mechanical | |
| Per day | \$20.00 |
| Annual Fee | \$100.00 |
| Annual Fee: Amusement Place – Not otherwise specified | \$50.00 |
| Animals (Chapter 68) | |
| Rides | |
| Per day | \$20.00 |
| Annual Fee | \$100.00 |
| Annual Fee: Riding Stables | \$10.00 |
| Auction (Chapter 68) | |
| | \$100.00 |
| Auction House (Chapter 68) – Annual Fee | |
| | \$100.00 |
| Board of Zoning Appeals Application (Chapter 39) | |
| Variance | \$150.00 |
| Variance Renewals | \$35.00 |
| Special Meeting | \$500.00 |
| Bowling Alley (Chapter 96) | |
| Annual Fee | \$50.00 |
| Plus – Each alley over one – Annual Fee | \$2.00 |
| Cemetery Fees (Chapter 29) | |
| Burial Space | \$525.00 |
| Perpetual Care | \$200.00 |

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| ITEM/SERVICE: | FEE: |
|---|---------------------------------|
| Carnivals (Chapter 68) | |
| 1st day | \$100.00 |
| Plus - Each Additional Day | \$20.00 |
| Circus (Chapter 68) | |
| 1 st day | \$100.00 |
| Plus - Each additional day | \$20.00 |
| COPIES: | |
| <i>City Documents</i> | |
| First Copy | \$1.00 |
| Additional Copies | 0.50¢ each |
| Budget | \$30.00 |
| Comprehensive Annual Financial Report | \$25.00 |
| City Charter | \$10.00 |
| City Code | \$50.00 |
| Zoning Ordinance | \$20.00 |
| Dances (Chapter 67) | |
| <i>Public Dance Hall</i> | |
| Annual Fee | \$100.00 |
| Special Dance – Each Permit | \$50.00 |
| Domestic Animal Permit (Chapter 90) Five Year Permit | \$40.00 |
| Inspection fee | \$30.00 |
| Pound Fees | Oakland County Fee Structure |
| (03-28-2011) | |
| Drive-in Restaurants (Chapter 73) | \$100.00 |
| Fence Permit (Chapter 83) | |
| 300 linear feet or less | \$15.00 |
| Over 300 linear feet | \$25.00 |
| FILM PRODUCTION (Chapter 61A) | |
| Application Fee | \$100.00 |
| Public Property Use Fee (Per Day) | \$100.00 |
| Fire Inspection Fee (per Inspection) | \$100.00 |
| Hazardous Materials/Pyrotechnical Fee* | |

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| ITEM/SERVICE: | | FEE: |
|---|---|-----------|
| Cost Deposit for Special Conditions* | | |
| Cash Bond* | | |
| Additional Fees and Costs* | | |
| Extension of Permit | | \$100.00 |
| *To be determined after applying and/or as required if production activities change. Other Ordinance provisions require fees, for example, Building and Fire. | | |
| (Rev. 05-19-2014) | | |
| Going Out-of-Business Sales (State Statute MCL 442.211) | | \$50.00 |
| Gasoline Stations (Chapter 64 - Repealed 12-02-2002) | | |
| Private Filling Station (Chapter 64 - Repealed 12-02-2002) | | |
| Landfill Operations (See Chapter 17) | | |
| Bulk Storage (Repealed 12-02-2002) | | |
| Laundries – Self Service (Chapter 70) - Annual Fee | | \$100.00 |
| Massage Facility License | | |
| Application Fee | | \$500.00 |
| Investigation Fee | For each listed applicant | \$500.00 |
| | Additional fee for each massage therapist, employee, and/or independent contractor. | \$50.00 |
| Annual License Renewal Fee | | \$500.00 |
| (09-08-2008) | | |
| Massage Therapist Registration | | |
| Registration Fee | | \$10.00 |
| Annual Renewal Fee | | \$10.00* |
| (09-08-08) *(11-24-2008; Enacted: 01-01-2009) | | |
| Motor Vehicle Races (Chapter 66) - Annual Fee | | \$100.00 |
| Motorcycle & Motor Driven Rental Agency (Chapter 59) | | |
| Each Location | | |
| Annual Fee | | \$100.00 |
| Plus, each motorcycle/motor driven cycle Annual Fee | | \$100.00 |
| NOTARY SERVICE | | |
| Required as part of official City business | | No Charge |

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| ITEM/SERVICE: | FEE: |
|---|----------------|
| Fee per Notary Act | \$10.00 |
| <i>Troy Resident or Troy Property Owner:</i> | |
| First Notary Act | No Charge |
| Subsequent Notary Act/s (per Notary Act) | \$10.00 |
| (Rev. 03-23-09; Effective: 04-01-2009) | |
| Peddlers & Solicitors (Chapter 74) | |
| Per week | \$20.00 |
| Per month | \$40.00 |
| Annual Fee | \$100.00 |
| Pet Shop (Chapter 75 – Repealed 03-28-2011) | |
| POLICE RECORDS SECTION SERVICE FEES | |
| ALARM REGISTRATION | |
| Alarm Registration Fee (Chapter 103) | \$25.00 |
| Renewal of Alarm Registration* | \$25.00 |
| Alarm Shut-off Fee | Actual Costs** |
| Non-Registered Alarms – Alarm Activation: | |
| Penalty/Registration Fee plus one of the following: | \$50.00*** |
| 1 st and 2 nd alarm | \$100.00 each |
| 3 rd thru 6 th alarm | \$200.00 each |
| 7 th or more alarm | \$500.00 each |
| Registered Alarms – False Alarm Activation: | |
| 1 st and 2 nd false alarm | No Charge |
| 3 rd thru 6 th false alarm | \$100.00 each |
| 7 th thru 10 th false alarm | \$200.00 each |
| 11 th or more false alarm | \$500.00 each |
| *Annual renewal fee is due prior to the last business day of the month of the initial Alarm Registration Anniversary. | |
| **The City of Troy may charge a fee to cover the actual incremental costs, including labor, for each alarm response involving a manual shut-off of an alarm system. | |
| ***\$50.00 fee includes a \$25.00 penalty plus a \$25.00 registration fee. The \$25.00 penalty will be waived if within 30 days of the unregistered alarm notification, a completed Alarm Registration Form acceptable to the City of Troy, is submitted with the \$25.00 registration fee. | |
| (Rev. 11-09-2009) | |
| AUDIO/VIDEO TAPES | |
| Labor charge (first 30 minutes) | \$18.00 |
| Charge for each additional 15 minute interval | \$9.00 |

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| ITEM/SERVICE: | FEE: |
|--|----------------------|
| Plus actual mailing costs, if applicable | |
| Plus actual cost of tape(s), CD(s) and/or DVD(s): | |
| Audio cassette tape | \$1.29 |
| VHS tape | \$1.84 |
| Compact Disc | 0.40¢ |
| Digital Video Disc | 0.50¢ |
| FINGERPRINTS/CRIMINAL CLEARANCES | |
| Fingerprint processing fee | \$14.00 |
| Local criminal history check/certified copy of local arrest record | \$18.00 ¹ |
| Applicant fingerprint criminal clearance fee | \$14.00 ² |
| ¹ This fee is for verification of applicants information, checking the LEIN wanted persons file and criminal clearance processing, along with a certified copy of report, if necessary | |
| ² The total fee will include a \$14.00 Troy Police Department fingerprint processing fee and a State of Michigan fingerprint processing fee. State of Michigan fees vary depending upon the reason for the applicant fingerprints | |
| LIQUOR LICENSES (Chapter 101) | |
| Application and investigation fee | \$1,000.00 |
| Application for additions or amendments to existing licenses | \$300.00 |
| One-day liquor license | \$10.00 |
| PRECIOUS METALS, GEMS AND ITEMS (Chapter 69) | |
| Dealer Fee: Per Establishment | \$50.00 |
| Fees collected by City Clerk as part of application and permitting process | |
| PRELIMINARY BREATH TEST ADMINISTRATION FEES | |
| City of Troy residents | \$5.00 |
| Non-residents | \$10.00 |
| REPORTS | |
| Labor charge-Except CAD Short Report (first 15 minutes) | \$7.00 |
| Charge for each additional 15 minute interval | \$7.00 |
| Each page, after the first 10 pages | 0.32¢ |
| CAD Short Report | \$3.50 |
| These fees also apply to true copies of reports as required by subpoena | |
| TAXICAB/LIMOUSINE DRIVER AND PEDDLER LICENSE CLEARANCES | |
| Taxicab/Limousine driver license processing fee (Chapter 65) | \$24.00 ³ |
| Peddler license processing fee (Chapter 74) | \$24.00 ³ |
| ³ The fee includes \$10.00 for the clearance, plus a \$14.00 fingerprint processing fee | |
| Fees collected by City Clerk as part of application and permitting process | |

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| ITEM/SERVICE: | FEE: |
|---|----------|
| (04-20-2009) | |
| Pool Room (Chapter 68) | |
| Annual Fee | \$50.00 |
| Plus - Each table over one | \$5.00 |
| Shows (Chapter 68): Tent per day | |
| | \$100.00 |
| Sidewalk and Approach Permits (Chapter 34) | |
| Minimum Permit Fee | \$35.00 |
| Each additional 50 square feet above 500 square feet | \$1.00 |
| Re-Inspection Fee | \$20.00 |
| (Rev. 07-07-2008) | |
| Sign Permits (Chapter 85) | |
| Painted Wall Sign – under 100 square feet | \$75.00 |
| Painted Wall Sign – 101 – 200 square feet | \$100.00 |
| Painted Wall Sign – 201 – 300 square feet | \$100.00 |
| Attached Wall Sign – under 100 square feet | \$100.00 |
| Attached Wall Sign – 101 – 200 square feet | \$125.00 |
| Attached Wall Sign – 201 – 300 square feet | \$150.00 |
| Ground Sign – under 100 square feet | \$125.00 |
| Ground Sign – 101 – 200 square feet | \$150.00 |
| Ground Sign – 201 – 300 square feet | \$175.00 |
| Road Closure Construction Sign | \$30.00 |
| Special Event Sign | \$30.00 |
| (Rev. 06-07-2010) | |
| Skating Rink (Chapter 68): Annual Fee | |
| | \$100.00 |
| Smoking Lounges (Chapter 77): Annual Fee | |
| | \$100.00 |
| (Enacted: 08-06-2007) | |
| Solicitors - See Peddlers (Chapter 74) | |
| Special Events | |
| Event | \$25.00 |
| Temporary Street Closing | \$25.00 |
| Taxicabs (Chapter 65) | |
| Annual Fee: Each Vehicle | \$20.00 |
| Annual Fee: Drivers License | \$10.00 |
| Temporary Merchant Businesses (Chapter 61) | |
| Bond Requirements - \$500.00 per Chapter 61, Section 10 | |

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| ITEM/SERVICE: | FEE: |
|--|--|
| Christmas Tree Sales - Per application | \$100.00 |
| Sidewalk Sales - Per application | \$100.00 |
| Sidewalk Sales - Per extension | \$50.00 |
| (05-11-2009) | |
| | |
| Temporary Indoor Uses: | |
| Per application | \$100.00 |
| Per extension | \$100.00 |
| (Rev. 11-24-2008; Enacted: 01-01-2009) | |
| | |
| Temporary Outdoor Use: | |
| Per application | \$100.00 |
| Per extension | \$100.00 |
| (Rev. 11-24-2008; Enacted: 01-01-2009) | |
| | |
| Tennis Courts – Indoor (Chapter 68): Annual Fee | \$100.00 |
| | |
| Theaters (Chapter 68) | |
| Annual Fee – Indoor | \$100.00 |
| Annual Fee – Outdoor | \$100.00 |
| | |
| VITAL STATISTICS | |
| <i>Birth Certificates</i> | |
| 1 st Copy | Oakland County Fee Structure |
| Each additional copy | |
| (Enacted: 05-14-2007; Effective: 07-01-2007) | |
| | |
| <i>Death Certificates</i> | |
| 1 st Copy | Oakland County Fee Structure |
| Each additional copy | |
| (Enacted: 05-14-2007; Effective: 07-01-2007) | |
| | |
| VOTER INFORMATION | |
| CD or Floppy Disk | \$5.00 /1,000 records \$5.00 minimum |
| Labels | 0.02¢ per label \$10.00 minimum |
| List | \$5.00/1,000 records |
| List: Absent Voter Daily Request | 0.25¢ per page |
| | |
| <i>Electronic Requests</i> | |
| Each Transfer | \$5.00 each |
| Electronic Absent Voter Daily Request (each transfer) | 0.50¢ each |

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| ITEM/SERVICE: | FEE: |
|---|--|
| WEDDINGS AT THE GAZEBO | |
| Resident | \$50.00 |
| Non-resident | \$75.00 |
| Marriage Ceremony (Performed by the Mayor) | |
| | \$25.00 |
| PLANNING DEPARTMENT FEES (Chapter 41) | |
| Subdivision Tentative Preliminary Plat: | |
| Application Fee | \$1,000.00 plus \$10.00 per lot |
| Escrow Fees | \$1,500.00 |
| Subdivision Final Preliminary Plat: | |
| Application Fee | \$100.00 plus \$10.00 per lot |
| Escrow Fees | \$1,500.00 |
| Subdivision Final Plat | |
| | \$100.00 plus \$10.00 per lot |
| Subdivision Approval Renewal (before expiration): | |
| Application Fee | \$500.00 plus \$10.00 per lot |
| Escrow Fees | \$1,500.00 |
| (Rev. 02-16-2009) | |
| PLANNING DEPARTMENT FEES (Chapter 39) | |
| Rezoning Request: | |
| Application Fee | \$1,800.00 |
| Escrow Fees | \$1,500.00 |
| Conditional Rezoning Request: | |
| Application Fee | \$2,800.00 (\$1,800 rezoning request +\$1,000 site plan review) |
| Escrow Fees | \$2,000.00 |
| Preliminary Site Plan Review: | |
| Application Fee | \$1,000.00 |
| Escrow Fees | \$1,500.00 |
| Preliminary Site Plan Review: (Deviation from Parking Space Requirements ONLY) | |

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| ITEM/SERVICE: | FEE: |
|---|-------------------------------------|
| Application Fee | \$500.00 |
| Escrow Fees | \$1,500.00 |
| (03-23-2009; Effective: 04-01-2009) | |
| Final Site Plan Review: | \$100.00 |
| Site Plan Renewal (before expiration): | |
| Application Fee | \$500.00 |
| Escrow Fees | \$1,500.00 |
| Special Use Request: | |
| Application Fee | \$1,800.00 |
| Escrow Fees | \$1,500.00 |
| Special Use Request (before expiration): | |
| Application Fee | \$500 |
| Escrow Fees | \$1,500 |
| Zoning Text Amendment: | \$1,500 |
| Street Vacation Request: | |
| Application Fee | \$500.00 |
| Escrow Fees | \$1,500.00 |
| Zoning Compliance Letter: | \$100.00 |
| P.U.D. - Pre-Application Meeting: | \$300.00 |
| P.U.D. - Concept Development Plan Review: | |
| Application Fee | \$3,000.00 |
| Escrow Fees | \$5,000 |
| P.U.D. - Preliminary Development Plan Review: | |
| Application Fee | \$1,500.00 |
| Escrow Fees | \$5,000.00 |
| P.U.D. – Final Development Plan Review: | \$500.00 |
| P.U.D. – Compliance Inspection: | \$100.00 per hour |
| Site Condominium - Preliminary Site Plan Review: | |
| Application Fee | \$1,000.00 plus \$10.00 per unit |
| Escrow Fees | \$2,000.00 |
| Site Condominium - Final Site Plan Review: | \$100.00 plus \$10.00 per unit |
| Site Condominium Approval Renewal (before expiration): | |
| Application Fee | \$500.00 plus \$10.00 per unit |

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| ITEM/SERVICE: | FEE: |
|---|-----------------------------|
| Escrow Fees | \$2,000.00 |
| Public Hearing Re-notification | \$300.00 per public hearing |
| Planning Commission Study Session (no public hearing required) | \$200.00 |
| Site Plan Compliance – Re-inspection (02-16-2009) | \$100.00 per hour |
| FIRE DEPARTMENT FEES (Chapter 93) | |
| Permit Fee: Special Event (Rev. 05-17-2010) | \$70.00 |
| Permit Fee: Public display and retail display and sale of fireworks (Rev. 05-17-2010) | \$125.00 |
| Permit Fee: Approved Open Burning (05-17-2010) | \$100.00 |
| Hazardous Material Permit Fees-Based on Quantity & Form: | |
| 0-1,000 LBS.; 0-100 CU. FT; 0-330 GAL | \$ 250.00 |
| 1,001-20,000 LBS; 101-6,000 CU.FT; 331-990 GAL | \$ 500.00 |
| 20,001+ LBS.; 6,001 + CU. FT.; 991 + GAL | \$1000.00 |
| Permit fee covers initial plan review and two inspections (Rev. 03-23-2009; Effective: 04-01-2009) | |
| Sprinkler Systems-Riser(s) & Sprinkler Heads: | |
| 1 - 20 Heads | \$125.00 |
| 21 - 50 Heads | \$150.00 |
| 51 - 100 Heads | \$225.00 |
| 101 - 200 Heads | \$300.00 |
| 201 - 300 Heads | \$400.00 |
| 301 - 400 Heads | \$550.00 |
| 401 - 500 Heads | \$600.00 |
| 501 + Heads | \$675.00* |
| *Plus \$0.75 per head over 500 (Rev. 03-23-2009; Effective: 04-01-2009) | |
| Standpipes | \$70.00** |
| **Base Fee plus \$10.00 per hose connection (Rev. 03-23-2009; Effective: 04-01-2009) | |
| Fire Pump | \$125.00 |

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| ITEM/SERVICE: | FEE: |
|--|--|
| Dry or Wet Chemical Fire Suppression Systems (Rev. 03-23-2009; Effective: 04-01-2009) | \$125.00 |
| Each additional system reviewed at the same time (Rev. 03-23-2009; Effective: 04-01-2009) | \$70.00 |
| Total Flooding Agent Extinguishing System ***Includes associated alarm devices (Rev. 03-23-2009; Effective: 04-01-2009) | \$250.00*** |
| Alterations, additions, or modifications to existing system (Rev. 03-23-2009; Effective: 04-01-2009) | \$70.00 |
| Subsequent plan reviews & inspections of the same system (Rev. 03-23-2009; Effective: 04-01-2009) | \$70.00 |
| Fire Alarm and Detection Systems and Devices: | |
| Minimum Permit Fee | \$70.00 |
| Control Panel | \$70.00 |
| Central Station Connection | \$45.00 |
| Fire Initiating Device (Smoke Detector, Heat Detector, etc.) | \$25.00 |
| Each Additional Initiating or Auxiliary Control Device | \$10.00 |
| First Auxiliary Control Device (Control Switch, Relay, etc.) | \$25.00 |
| Each Additional Auxiliary Control Device | \$10.00 |
| First Audio/Visual Device (Horn, Speaker, Bell Strobe, etc.) | \$25.00 |
| Each Additional Audio/Visual Device | \$10.00 |
| First Communication Device (Firefighter Phone, etc.) | \$25.00 |
| Each Additional Communication Device | \$10.00 |
| Exception: One and two family residential alarm systems must meet the requirements of the Troy Building Department | |
| Other System or Device / Item (Rev. 03-23-2009; Effective: 04-01-2009) | \$70.00 |
| Additional Fees | |
| Each Re-inspection: During Normal Working Hours per hour | \$70.00 |
| Each Re-inspection: During Non-working hours with a minimum assessment of three hours per person (Rev. 03-23-2009; Effective: 04-01-2009) | \$105.00 per hour |
| Occupancy Permit Fee (03-23-2009; Effective: 04-01-2009) | \$100.00 |
| Cost Recovery-Hazardous Materials | See Recovery Charges Fee Schedule in Section 60.04 |
| Cost Recover-Fires | |

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| ITEM/SERVICE: | | FEE: |
|--|---|--|
| 60.04 | Recovery Charges Troy Fire Department: Apparatus, Equipment, and Personnel Cost | |
| (Does not include personnel costs) | | |
| Apparatus | | Charges for Each Hour or Portion Thereof |
| Engine | \$446.00 | - |
| Grass Truck | \$247.00 | \$110.00 |
| Ladder Truck | \$828.00 | - |
| Pumper-Ladder | \$448.00 | - |
| Air Tender | \$146.00 | - |
| Mobile Command | \$400.00 | \$147.00 |
| Field Comm. Unit | \$216.00 | - |
| Rescue Truck | \$347.00 | - |
| Staff Vehicle | \$38.00 | \$15.00 |
| Does not include personnel costs) | | |
| Apparatus | Charges for Each Hour or Portion Thereof | |
| Engine | \$446.00 | - |
| Grass Truck | \$247.00 | \$110.00 |
| Ladder Truck | \$828.00 | - |
| Pumper-Ladder | \$448.00 | - |
| Air Tender | \$146.00 | - |
| Mobile Command | \$400.00 | \$147.00 |
| Field Comm. Unit* | \$216.00 | - |
| Rescue Truck* | \$347.00 | - |
| Staff Vehicle | \$38.00 | - |
| (Rev. 03-23-2009; Effective: 04-01-2009) | | |
| *(03-23-2009; Effective: 04-01-2009) | | |
| Personnel | | |
| The cost of Firefighters and Officers are to be commensurate with their pay rate, fringe benefits, and overtime where applicable. | | |
| (03-23-2009; Effective: 04-01-2009) | | |
| Expendable Items | | |
| Replacement cost for reasonable and customary items necessary in firefighting, hazmat, and EMS. operations may be recovered. Examples of such items that can be recovered are extinguishing agents (Foam, AFFF), absorbent materials, chemical suits, etc. | | |
| Non-Retrievable Items | | |
| Items that are lost, stolen, or destroyed will be charged replacement value. | | |
| (Rev. 03-03-2008) | | |